

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse Ritzville, Washington Regular Meeting

September 2, 2025 – 9:00 a.m.
(Tuesday)

Call to Order

Chairman Garza called the meeting to order.

Present:

Chairman Miguel A. Garza
Vice-Chairman Jay R. Weise

Absent:

Commissioner Dan C. Blankenship

Pledge of Allegiance

Chairman Garza led the Pledge of Allegiance.

Public Comment – None

Board Updates

Commissioner Garza reported attending the LEOFF meeting on Thursday, noting the LEOFF Board is continuing to develop policy.

Commissioner Weise reported attending the Martin Hall consortium meeting last Thursday, providing updates on matters discussed.

Approval/Addition of Agenda

Commissioner Garza moved, Weise seconded, to *approve the agenda as presented*. **Motion carried.**

Consent Agenda

Commissioner Weise moved, Garza seconded, to *approve the consent agenda as presented*. **Motion carried.**

Payroll

Approve August 1-15, 2025 Payroll in the amount of \$573,591.03; and, Benefits in the amount of \$89,017.13 (Warrant # Series 533333; Direct

Deposit # Series 86619-86820; Benefit/Deduction # Series 1184903-1184912)

Vouchers

Approve Vouchers audited and certified by the Adams County Auditor as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090 and recorded on a listing, which was made available to the Board. These vouchers were listed as follows:

<u>Fund</u>	<u>Amount</u>
001	\$ 66,757.54
001H	\$ 2,563.23
103	\$ 1,799.77
103A	\$ 170.56
104	\$ 5,713.48
106	\$ 32,408.06
122	\$ 43,750.00
123	\$ 54.37
130	\$ 495.56
131	\$ 3,542.24
502	\$ 3,665.12
115	\$ 10,013.88
401	\$ 13,456.30
590	\$ 17,045.13
TOTAL	\$201,435.24

Correspondence

Jim Jensen, Executive Director, Ritzville Intermodal Distribution Logistics re: Request for Support Letter

2026 Adams County Budget

Auditor Hunt placed on file the 2026 preliminary Adams County budget.

Board Discussion/Decision Items

Human Resources

Manager Campbell reported on the progress of the *draft* salary policy. Additionally, the Employee Assistance Program (EAP) was shelved due to budget concerns in 2025, with Campbell requesting to integrate the program in the 2026 budget (\$4,200 for 200 employees per year).

Executive Session – Employee Evaluation

At 9:50 a.m. Chairman Garza announced the Board would recess into Executive Session for thirty (30) minutes under RCW 42.30.110(1)(g) –

“...to review the performance of a public employee. Human Resource Manager Campbell was present.

At 10:18 a.m. the Board reconvened from Executive Session.

Public Works

Director O’Brien and Engineer Yaeger provided the weekly update on maintenance, noting pre-level is the focus in the Othello area. Final touches are being made to the fairgrounds in anticipation of the Othello Community Fair, taking place mid-September. Additional updates were provided on solid waste; Broadband, and facilities.

Engineer Yaeger reported on the Schoonover Road project; Sackmann Road bridge project; and, the Herman Road safety project.

Sackman Road Bridge #411-3 Project (CRP-201)

Commissioner Weise moved, Garza seconded, to *authorize the Chairman sign Local Agency Agreement, Supplement, #1, between Washington State Department of Transportation and Adams County; and, Local Agency Federal Aid Project Prospectus between Washington State Department of Transportation and Adams County, for the purpose of authorizing construction engineering for the Sackman Road Bridge Project (CRP-201).* **Motion carried.**

Other Business – None

Permanent Minutes Signed

August 12 and 13, 2025

Recess @ 11:10 a.m.

Reconvened @ 1:00 p.m.

Executive Session

At 1:00 p.m. Chairman Garza announced the Board would recess into Executive Session for ninety (90) minutes under RCW 42.30.110(1)(i) – “To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation...”. No action is anticipated. Additionally present were Prosecutor Flyckt; Public Works Director O’Brien; Engineer Yaeger; Supervisor Williamson; and, Human Resource Manager Campbell.

At 2:25 p.m. the Board reconvened from Executive Session. No action was taken.

Adjournment @ 2:30 p.m.

Submitted:
s/Patricia J. Phillips, CMC
Clerk of the Board

Edited and Approved:

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
s/Miguel A. Garza, Chairman
s/Jay R. Weise, Vice-Chairman
-absent-
Dan C. Blankenship, Commissioner